

HAYS COUNTY COMMISSIONERS' COURT MINUTES



STATE OF TEXAS \*  
COUNTY OF HAYS \*

ON THIS THE 13<sup>TH</sup> DAY OF FEBRUARY A.D., 2018, THE COMMISSIONERS' COURT OF HAYS COUNTY, TEXAS, MET IN REGULAR MEETING. THE FOLLOWING MEMBERS WERE PRESENT, TO-WIT:

DEBBIE GONZALES INGALSBE	COMMISSIONER, PCT. 1
MARK JONES	COMMISSIONER, PCT. 2
LON A. SHELL	COMMISSIONER, PCT. 3
RAY O. WHISENANT JR.	COMMISSIONER, PCT. 4
CHRISTINE RODRIGUEZ	CHIEF COUNTY CLERK

WITH COUNTY JUDGE, ALBERT H. COBB, JR., BEING ABSENT AND THE FOLLOWING PROCEEDINGS WERE HAD, THAT IS:

Rabbi Ari Weingarten gave the invocation. Commissioner Ingalsbe led the court in the Pledge of Allegiance to the United States and Texas flags. Commissioner Ingalsbe called the meeting to order.

**PUBLIC COMMENTS**

Harvey Jenkins- San Marcos Resident, Dan Lyon- San Marcos Resident, and Rodrigo Amaya- San Marcos Resident gave a public comment.

**33366A ADOPT A PROCLAMATION RECOGNIZING FEBRUARY 22, 2018 AS PRESIDENT GEORGE WASHINGTON DAY**

Cliff Klaskey and Joe Cox, members of the William Hightower Chapter of the Sons of the American Revolution spoke. A motion was made by Commissioner Jones, seconded by Commissioner Shell to adopt a proclamation recognizing February 22, 2018 as President George Washington Day. All present voting "Aye". MOTION PASSED

**33367A APPROVE PAYMENTS OF COUNTY INVOICES**

A motion was made by Commissioner Jones, seconded by Commissioner Shell to approve payments of County Invoices in the amount of \$907,842.73 for period ending February 6, 2018 and in the amount of \$1,979,519.07 for period ending February 13, 2018, as submitted by the County Auditor. All present voting "Aye". MOTION PASSED

**Clerk's Note Agenda Item #3 RE: APPROVE PAYMENTS OF JUROR CHECKS – was pulled**

**33368A APPROVE THE PAYMENT OF HUMANA AND UNITED HEALTHCARE CLAIMS**

A motion was made by Commissioner Jones, seconded by Commissioner Shell to approve the payment of Humana claims in the amount of \$2,435.11 for period ending February 6, 2018 and United HealthCare claims in the amount of \$616,514.79 for period ending February 6, 2018 and in the amount of \$356,592.02 for period ending February 13, 2018, as submitted by the County Auditor. All present voting "Aye". MOTION PASSED

**33369A APPROVE COMMISSIONERS COURT MINUTES OF FEBRUARY 6, 2018**

A motion was made by Commissioner Jones, seconded by Commissioner Shell to approve Commissioners Court Minutes of February 6, 2018 as presented by the County Clerk. All present voting "Aye". MOTION PASSED

**33370A APPROVE THE PAYMENT OF THE FEBRUARY 15, 2018 PAYROLL DISBURSEMENTS IN AN AMOUNT NOT TO EXCEED \$2,655,000.00 EFFECTIVE FEBRUARY 15, 2018 AND POST TOTALS FOR WAGES, WITHHOLDINGS, DEDUCTIONS AND BENEFITS ON THE HAYS COUNTY WEBSITE ONCE FINALIZED**

Harvey Jenkins resident of San Marcos spoke. A motion was made by Commissioner Jones, seconded by Commissioner Shell to approve the payment of the February 15, 2018 payroll disbursements an amount



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not to exceed \$2,655,000.00 effective February 15, 2018 and post totals for wages, withholdings, deductions and benefits on the Hays County Website once finalized. All present voting "Aye". MOTION PASSED

**33371A APPROVE SPECIFICATIONS FOR IFB 2018-B05 ROAD IMPROVEMENTS - HOT MIX OVERLAY AND AUTHORIZE PURCHASING MANAGER TO SOLICIT FOR BIDS AND ADVERTISE**

A motion was made by Commissioner Shell, seconded by Commissioner Jones to approve specifications for IFB 2018-B05 Road Improvements - Hot Mix Overlay and authorize Purchasing Manager to solicit for bids and advertise. All present voting "Aye". MOTION PASSED

**33372A AUTHORIZE THE EXECUTION OF A BUSINESS ASSOCIATES AGREEMENT WITH RANGER SHREDDING FOR SHRED SERVICES**

The Records Management Officer has selected Ranger Shredding as the company to shred for the FY18 countywide shred event. The HIPAA Privacy and Security Rules require that covered entities enter into contracts with their selected vendors to ensure that they will take the appropriate measures to safeguard protected health information. Ranger Shredding will comply and adhere to the guidelines set forth by HIPAA under the attached Business Associates Agreement. A motion was made by Commissioner Shell, seconded by Commissioner Jones to authorize the execution of a Business Associates Agreement with Ranger Shredding for shred services. All present voting "Aye". MOTION PASSED

**33373A APPROVE OUT OF STATE TRAVEL FOR EMERGENCY COMMUNICATION COORDINATOR ERICA CARPENTER AND LEAD EMERGENCY COMMUNICATION OFFICERS - MEGAN JONES, JENNIFER COURTNEY, COURTNEY BOOTH AND AMANDA OLIVER TO ATTEND THE NAVIGATOR CONFERENCE IN LAS VEGAS, NEVADA**

Harvey Jenkins resident of San Marcos spoke. Rodrigo Amaya resident of San Marcos spoke. Director of Communications of the Hays County Sheriff's Office, Erica Carpenter spoke. The Sheriff's Office is seeking court approval of out of state travel for Emergency Communication employees to attend the Navigator Conference beginning April 23-26, 2016, 2018 in Las Vegas. Erica Carpenter, once again, has been invited to be a guest speaker at the conference. This training will allow S.O. Emergency Communication staff to learn from seasoned professionals in their field. The conference will provide updates on the PProQA system and the attendees will be able to learn about the latest tools and technology related to Police, Fire and Medical Dispatch. Capital Area Council of Governments (CAPCOG) and Priority Dispatch have agreed to cover expenses of registration, hotel fees, and airfare for all five emergency communication supervisors. A total of \$1,100.00 of per diem and miscellaneous transportation fees will be expensed from the Sheriff's Office Continuing Education g/l. A motion was made by Commissioner Shell, seconded by Commissioner Jones to approve out of state travel for Emergency Communication Coordinator Erica Carpenter and LEAD Emergency Communication Officers - Megan Jones, Jennifer Courtney, Courtney Booth and Amanda Oliver to attend the Navigator Conference in Las Vegas, Nevada. All present voting "Aye". MOTION PASSED

**33374A APPROVE THE REAPPOINTMENT OF COMMISSIONER RAY WHISENANT TO THE CENTRAL TEXAS CLEAN AIR COALITION (CAC), ONE YEAR TERM ENDING 12/31/18**

CAC is a committee within CAPCOG, Capital Area Council of Governments. A motion was made by Commissioner Shell, seconded by Commissioner Jones to approve the reappointment of Commissioner Ray Whisenant to the Central Texas Clean Air Coalition (CAC), one year term ending 12/31/18. All present voting "Aye". MOTION PASSED

**33375A AUTHORIZE THE SUBMITTAL OF A RESOLUTION TO THE GOVERNOR'S OFFICE, CRIMINAL JUSTICE DIVISION, FOR THE ASSOCIATED APPLICATION FOR GRANT FUNDING TO SUPPORT THE HAYS COUNTY VETERANS COURT IN THE AMOUNT OF \$77,069.48**

County Court at Law # 2 Judge David A. Glickler spoke. This application is to submit a Resolution along with the application for funding to the Governor's Office, Criminal Justice Division (CJD) for funding to support the fifth year operations of the Hays County Veterans Court. The grant term is 09-01-18 through 08-31-19. The application is submitted electronically and is due on February 20, 2018. A motion was made by Commissioner Shell, seconded by Commissioner Jones to authorize the submittal of a Resolution to the Governor's Office, Criminal Justice Division, for the associated application for grant funding to support the Hays County Veterans Court in the amount of \$77,069.48. All present voting "Aye". MOTION PASSED



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**33376A      AUTHORIZE THE EXECUTION OF A RESOLUTION AND THE SUBMISSION OF A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION, JUSTICE ASSISTANCE GRANT PROGRAM IN THE AMOUNT OF \$115,300.00 FOR THE 'HAYS COUNTY CRIME SCENE ANALYSIS SOLUTION' PROJECT**

This grant is to provide the Hays County Sheriff's Department with a crime scene analysis solution that will allow for 3D diagramming of crime and accident scenes. This grant application is due in e grants on February 20, 2018. No matching funds are required. **A motion was made by Commissioner Shell, seconded by Commissioner Jones to authorize the execution of a Resolution and the submission of a grant application to the Office of the Governor, Criminal Justice Division, Justice Assistance Grant program in the amount of \$115,300.00 for the 'Hays County Crime Scene Analysis Solution' project. All present voting "Aye". MOTION PASSED**

**33377A      AUTHORIZE THE EXECUTION OF A FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH COSTELLO, INC. FOR ENGINEERING SERVICES AT HAYS COUNTY OWNED PROPERTY ALONG CLOVIS BARKER ROAD IN PRECINCT**

As provided in the Professional Services Agreement, Costello, Inc. has requested an extension to complete the preliminary engineering services for drainage study and roadway design of Leah Ave. through Hays County owned property. The extension will allow additional working days, extending the project completion to 8/13/18. **A motion was made by Commissioner Shell, seconded by Commissioner Jones to authorize the execution of a First Amendment to the Professional Services Agreement with Costello, Inc. for engineering services at Hays County owned property along Clovis Barker Road in Precinct. All present voting "Aye". MOTION PASSED**

**33378A      AUTHORIZE THE EXECUTION OF A RESOLUTION AND THE SUBMISSION OF A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION, JUSTICE ASSISTANCE GRANT PROGRAM IN THE AMOUNT OF \$55,400.00 FOR THE 'HAYS COUNTY LAW INCIDENT AREA COMMUNICATIONS PROJECT**

This grant application is to provide deployable, comprehensive, communication solution to the Hays County Emergency Responders for use during incidents or call-outs requiring multiple person collaboration. The grant application is due in e grants by February 20, 2018. No matching funds are required for this project. **A motion was made by Commissioner Shell, seconded by Commissioner Jones to authorize the execution of a Resolution and the submission of a grant application to the Office of the Governor, Criminal Justice Division, Justice Assistance Grant program in the amount of \$55,400.00 for the 'Hays County Law Incident Area Communications project. All present voting "Aye". MOTION PASSED**

**33379A      AUTHORIZE THE SUBMISSION OF A GRANT APPLICATION TO THE TEXAS DEPARTMENT OF STATE HEALTH SERVICES (DSHS) FOR THE TUBERCULOSIS PREVENTION & CONTROL FOR FY 2019 STATE FUNDS IN THE AMOUNT OF \$25,875.00**

The Department of State Health Services provides funding to local health departments for the identification and treatment of those persons with, or exposed to, tuberculosis (TB). The state funding is \$25,875, with a 20% match (\$5,175.00) required of the County for participation in the program, for a total project amount of \$31,050.00. The match will be budgeted within the Health Department for fiscal 2018 from existing salaries, benefits, and operating expenses. The funding period for this program is from September 1, 2018 through August 31, 2019. **A motion was made by Commissioner Shell, seconded by Commissioner Jones to authorize the submission of a grant application to the Texas Department of State Health Services (DSHS) for the Tuberculosis Prevention & Control for FY 2019 State Funds in the amount of \$25,875.00. All present voting "Aye". MOTION PASSED**

**33380A      AUTHORIZE THE EXECUTION OF A RESOLUTION AND THE SUBMISSION OF A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION, GENERAL VICTIM ASSISTANCE PROGRAM IN THE AMOUNT OF \$56,435 FOR THE 'HAYS COUNTY VICTIMS ASSISTANCE COORDINATOR' PROJECT**

This grant is to provide support to the salary, benefits, and supplies for a Victims Assistance Coordinator position for the District Attorney's Office. A Victim Assistance Coordinator will provide direct victim services to victims of crime, and their families within Hays County. The total project cost including the 20% match is \$56,435 and the application is due through e grant son February 20, 2018. Required matching funds will be



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requested during the FY 2019 budget process. **A motion was made by Commissioner Jones, seconded by Commissioner Ingalsbe to authorize the execution of a Resolution and the submission of a grant application to the Office of the Governor, Criminal Justice Division, General Victim Assistance Program in the amount of \$56,435 for the 'Hays County Victims Assistance Coordinator' project. All present voting "Aye". MOTION PASSED**

**33381A ACCEPT AND AUTHORIZE THE EXECUTION OF A MAINTENANCE CONTRACT FROM THE OFFICE OF ATTORNEY GENERAL FOR STATEWIDE CRIME VICTIM NOTIFICATION SERVICE (SAVNS) IN THE AMOUNT OF \$28,546.78**

This is a grant program (SAVNS) to assist Texas counties and other entities in maintaining a statewide system that provides offender release information, notification of court settings or events, supports the rights of victims of crime and public safety. The system provides immediate access to offender information that prosecutors, victim advocates and other criminal justice professionals can obtain through the SAVNS program. The Contract period is September 1, 2017 through August 31, 2018. Attached is the SAVNS maintenance contract and is submitted electronically. **A motion was made by Commissioner Jones, seconded by Commissioner Ingalsbe to accept and authorize the execution of a Maintenance Contract from the Office of Attorney General for statewide crime victim notification service (SAVNS) in the amount of \$28,546.78. All present voting "Aye". MOTION PASSED**

**33382A AUTHORIZE THE DISTRICT ATTORNEY'S OFFICE TO PURCHASE 1 POWER EDGE R330 RACK SERVER WITH 6TB OF STORAGE AND AMEND THE BUDGET ACCORDINGLY**

The DA's office downloads Gigabytes of videos that are stored on the Evidence.com site that are utilized to prepare for trials. These files are currently being stored on a county-wide file server. Due to the size of these evidence files, there is limited remaining storage space to properly store and archive. Funds are available in the DA's discretionary funds for this purchase. Budget Amendment: Decrease Expert Witness: 081-607-00.5436 (\$500) Decrease Miscellaneous: 081-607-00.5391 (\$500) Decrease Employee Testing: 081-607-00.5335 (\$200) Decrease Photos Supplies & Processing: 081-607-00.5214 (\$500) Decrease Membership Fees & Bonds: 081-607-00.5302 (\$1,079) Increase Computer Eqpt: 081-607-00.5712\_400 \$2,779. **A motion was made by Commissioner Jones, seconded by Commissioner Ingalsbe to authorize the District Attorney's Office to purchase 1 Power Edge R330 Rack Server with 6TB of storage and amend the budget accordingly. All present voting "Aye". MOTION PASSED**

**33383A RATIFY THE PURCHASE OF ONE COMPUTER WITH ACCESSORIES FOR THE HISTORICAL COMMISSION AND AMEND THE BUDGET ACCORDINGLY**

The Historical Commission Director has received prior donations to purchase equipment to assist with drafting historical documentaries and oral history presentations. Budget Amendment: Increase Computer Equipment .5712\_400 Decrease General Supplies .5201. **A motion was made by Commissioner Jones, seconded by Commissioner Ingalsbe to ratify the purchase of one computer with accessories for the Historical Commission and amend the budget accordingly. All present voting "Aye". MOTION PASSED**

**33384A HOLD A PUBLIC HEARING TO ESTABLISH A STOP SIGN ON RIM ROCK RANCH ROAD AT THE INTERSECTION WITH BENITO LANE (PRIVATE) FOR SOUTHBOUND TRAFFIC ONLY**

Commissioner Ingalsbe opened the public hearing. No public input was received. Commissioner Ingalsbe closed the public hearing. Transportation Director Jerry Borcharding spoke and gave staff recommendation. This action would establish a stop sign for vehicles traveling south (going towards FM 32) on Rim Rock Ranch Road at the intersection with a private road called Benito Lane. **A motion was made by Commissioner Shell, seconded by Commissioner Jones to establish a stop sign on Rim Rock Ranch Road at the intersection with Benito Lane (private) for southbound traffic only. All present voting "Aye". MOTION PASSED**

**33385A AUTHORIZE THE EXECUTION OF A PROFESSIONAL SERVICE AGREEMENT WITH DOUCET & ASSOCIATES TO PROVIDE PLANS, SPECIFICATIONS & ESTIMATES (PS&E) SERVICES FOR THE OLD BASTROP HIGHWAY/CR 266 BETWEEN RATTLER ROAD AND CENTERPOINT ROAD IN PCT. 1 AS PART OF THE 2016 ROAD BOND PROGRAM**

The Old Bastrop Highway/CR 266 (Centerpoint to Rattler Rd) reconstruction and safety improvements project is included in the County's 2016 Bond Program. **A motion was made by Commissioner Jones, seconded by**



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Commissioner Ingalsbe to authorize the execution of a Professional Service Agreement with Doucet & Associates to provide Plans, Specifications & Estimates (PS&E) services for the Old Bastrop Highway/CR 266 between Rattler Road and Centerpoint Road in Pct. 1 as part of the 2016 Road Bond Program. All present voting "Aye". MOTION PASSED

**33386A SUB-677; LA CIMA PH 1 SUBDIVISION (139 LOT) ACCEPT AMENDMENT NO. 001 TO LETTER OF CREDIT NO 5132 FOR STREET AND DRAINAGE IMPROVEMENTS FOR LA CIMA PH 1**

Chief of Staff Clint Garza spoke. La Cima PH 1 is a proposed 139 lot subdivision located along RR 12 in PCT 3. Water and wastewater service will be accomplished by the City of San Marcos. The construction of street and drainage improvements in La Cima PH 1 SEC 1 is partially complete. The amendment will release \$763,264.10 back to the developer. The remaining amount is sufficient to complete the improvements which have not yet been constructed. **A motion was made by Commissioner Shell, seconded by Commissioner Jones to accept Amendment No. 001 to Letter of Credit No. 5132 for Street and Drainage Improvements for La Cima Ph. 1 SUB-677 La Cima Ph. 1 Subdivision (139 Lots). All present voting "Aye". MOTION PASSED**

**33387A SUB-936; PASTERNAK RANCH SUBDIVISION (1 LOT) APPROVE THE PRELIMINARY PLAN**

Hays County Planner, Caitlyn Strickland spoke and gave staff recommendation. Pasternak Ranch is a proposed 1 lot subdivision located along Oakwood Loop in PCT 3. Water service will be provided by private well and wastewater service will be accomplished by individual OSSF. **A motion was made by Commissioner Shell, seconded by Commissioner Jones to approve preliminary plan for SUB-936 Pasternak Ranch Subdivision (1 lot). All present voting "Aye". MOTION PASSED**

**33388A AUTHORIZE THE DISTRICT ATTORNEY'S OFFICE TO HIRE THE VICTIMS ASSISTANCE COORDINATOR, SLOT 0505-006 AT 5.33 PERCENTILE OF THE SALARY RANGE EFFECTIVE FEBRUARY 26, 2018**

District Attorney Wes Mau spoke. The District Attorney is seeking Court approval to hire the Victims Assistance Coordinator at a base salary of \$35,000. The potential candidate has 12 years of experience in criminal justice, including over two years of recent experience as a Victim Assistance Coordinator in Hidalgo County. She is bilingual and a licensed peace officer. This position was approved during the FY18 budget process but has been difficult to fill due to a lack of qualified candidates, particularly bilingual applicants. Salary savings have been identified due to attrition within the DA's operating budget to fund this request. Financial Impact: Base Salary Increase: \$ 909 Fringe: \$ 187 Total: \$1,096 (annualized) \$ 645 (FY18 impact approx. 7 months). **A motion was made by Commissioner Jones, seconded by Commissioner Ingalsbe to authorize the District Attorney's Office to hire the Victims Assistance Coordinator, slot 0505-006 at 5.33 percentile of the salary range effective February 26, 2018. All present voting "Aye". MOTION PASSED**

**33389A AUTHORIZE THE EXECUTION OF A CONSTRUCTION AGREEMENT WITH ARMATINO CONTRACTING FOR RENOVATIONS TO THE DEVELOPMENT SERVICES BUILDING AND AUTHORIZE THE EXECUTIVE DIRECTOR OF COUNTYWIDE OPERATIONS TO EXECUTE CHANGE ORDERS, NOT TO EXCEED \$1,160**

Chief of Staff Clint Garza spoke. The Development Services Department is in need of modifications to their current office space for the GIS division. In addition to these changes, the department would also like to enclose two cubicle spaces for dedicated office spaces. These offices would be used to house the Environmental Health Specialist II. Funds for this project (\$24k) were approved during the FY'18 budget process. **A motion was made by Commissioner Jones, seconded by Commissioner Shell to authorize the execution of a construction agreement with Armatino Contracting for renovations to the Development Services building and authorize the Executive Director of Countywide Operations to execute change orders, not to exceed \$1,160. All present voting "Aye". MOTION PASSED**

**33390A AUTHORIZE THE PURCHASE OF A CARD READER SYSTEM AND SECURITY SYSTEM (INCLUDING 4 CAMERAS AND DVR) FOR COUNTYWIDE OPERATIONS AND AMEND THE BUDGET ACCORDINGLY**

Chief of Staff Clint Garza spoke. To supplement the card reader system and security system at the Hays County Government Center. **A motion was made by Commissioner Shell, seconded by Commissioner Jones to authorize the purchase of a card reader system and security system (including 4 cameras and DVR) for Countywide Operations and amend the budget accordingly. All present voting "Aye". MOTION PASSED**

HAYS COUNTY COMMISSIONERS' COURT MINUTES



**Clerk's Note Agenda Item #27 RE:** EXECUTIVE SESSION PURSUANT TO SECTIONS 551.071 AND 551.072 OF THE TEXAS GOVERNMENT CODE: CONSULTATION WITH COUNSEL AND DELIBERATION REGARDING THE PURCHASE, EXCHANGE OR VALUE OF RIGHT OF WAY ALONG PROPOSED FM110 IN PCT. 1 – **was pulled**

**Clerk's Note Agenda Item #28 RE:** DISCUSSION OF ISSUES RELATED TO THE HAYS COUNTY JAIL, AND THE PLANNING OF PROJECTS PERTAINING TO THE PUBLIC SAFETY FACILITIES NEEDS WITHIN THE COUNTY – **was pulled**

**ACTION RELATED TO THE BURN BAN AND/OR DISASTER DECLARATION**

Commissioner Ingalsbe gave the update. Burn Ban will remain in effect per Hays County Fire Marshall.

**Clerk's Note Agenda Item #30 RE:** DISCUSSION OF ISSUES RELATED TO THE ROAD BOND PROJECTS, INCLUDING UPDATES FROM MIKE WEAVER, PRIME STRATEGIES, LAURA HARRIS, HNTB AND ALLEN CROZIER, HDR – **was pulled**

**ADJOURNMENT**

A motion was made by Commissioner Jones, seconded by Commissioner Shell to adjourn court at 10:03 a.m.

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I, LIZ Q. GONZALEZ, COUNTY CLERK and EXOFFICIO CLERK OF THE COMMISSIONERS' COURT, do hereby certify that the foregoing contains a true and accurate record of the proceedings had by the Hays County Commissioners' Court on February 13, 2018.



  
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LIZ Q GONZALEZ, COUNTY CLERK AND EXOFFICIO  
CLERK OF THE COMMISSIONERS' COURT OF  
HAYS COUNTY, TEXAS

